



CITY OF EUGENE SOFTBALL FIELD RESERVATION PROCEDURES

Due to the large participation in City of Eugene recreational leagues, Emerald Kidsports, and various community leagues, only a limited number of City owned fields are available for practice or pick-up games. The following procedures have been established for practice field reservation.

Registration Period: April 9 - May 21, 2005

CITY OF EUGENE REGISTERED SOFTBALL TEAMS

NOTE: Most fields will NOT be in "game" condition during the preseason. Use caution when practicing on uneven and/or wet fields.

1. Practice field reservations are available free of charge to all City of Eugene registered softball teams.
2. Reservation for fields will begin during City of Eugene summer softball registration. Teams must be registered in the City of Eugene softball program to reserve a field.
3. Field reservations are available on a FIRST-COME, FIRST-SERVED basis.
4. Each team can reserve ONE time slot per week. The reservation is good for the time period listed above.
5. A written permit that guarantees the time and location of the practice field will be issued. The permit must be taken to the field.
6. Credits will not be given for practices not held for any reason (rain, unplayable fields etc.).

NON-CITY OF EUGENE REGISTERED SOFTBALL TEAMS AND INDIVIDUALS

NOTE: Most fields will NOT be in "game" condition during the pre-season. Use caution when practicing on uneven and/or wet fields.

1. Non-City of Eugene teams or individuals may reserve fields beginning **Monday, April 11**. A \$6.00 per field/time slot reservation fee must be submitted at the time of reservation.
2. Field reservations are available on a first-come, first-served basis.
3. Each team/individual can reserve ONE time slot per week. The reservation may be for one day or for the entire pre-season reservation period listed above.
4. A written permit that guarantees the time and location of the practice field will be issued. The permit must be taken to the field.
5. Phone reservations will only be accepted with a credit card number and a fax machine number.
6. Credits will be given for practices not held DUE TO RAIN. The Recreation office must be contacted no later than 5:00 p.m. the next working day to receive a credit. No credits will be issued after that time.

CITY OF EUGENE

SOFTBALL FIELD RESERVATION PROCEDURES

Registration Period: May 22 – August 28, 2005

Due to the large participation in City of Eugene recreational leagues, Emerald Kidsports, and various community leagues, only a limited number of City owned fields are available for practice or pick-up games. The following procedures have been established for practice field reservation.

NOTE: We do not guarantee that practice fields will be in “game” condition. Use caution when practicing on uneven and/or wet fields.

WEEKDAYS

1. A \$6.00 per field/time slot reservation fee is required for all teams/individuals.
2. Each team or individual can reserve one time slot per week.
3. Weekday fields may be reserved for two weeks at a time only.
4. Weekday reservations will be taken beginning the Monday prior to the two week reservation period (The Athletics Office is closed Monday, May 31).
5. Phone reservations will only be accepted with a credit card number and a fax machine number.
6. A written permit that guarantees the time and location of the field will be issued. The permit must be taken to the field.
7. Credits will be given for practices not held DUE TO RAIN. The Recreation office must be contacted no later than the end of the **next working day** to receive a credit. No credits will be issued after that time.
8. Credits will not be given for practices not held for any reason other than rain.

Weekday Reservation Begins

Monday, May 16
Tuesday, May 31
Monday, June 13
Monday, June 27
Monday, July 11
Monday, July 25
Monday, August 8

Weekday Reservation Period

Monday, May 23 - Friday, June 3
Monday, June 6 - Friday, 17
Monday, June 20 - Friday, July 1
Monday, July 4 - Friday, July 15
Monday, July 18 - Friday, July 29
Monday, August 1 - Friday, August 12
Monday, August 15 - Friday, August 26

August 29 on - All fields are on a first-come, first-served basis.

WEEKENDS

1. A \$6.00 per field/time slot reservation fee is required for all teams/individuals.
2. Each team or individual can reserve one time slot per week. There is no limit on the number of weeks you may sign up for.
3. Saturday and Sunday fields may be reserved for any time, beginning Monday, May 17.
4. Phone reservations will only be accepted with a credit card number and a fax machine number.
5. A written permit that guarantees the time and location of the field will be issued. The permit must be taken to the field.
6. Credits will be given for practices not held DUE TO RAIN. The Recreation office must be contacted no later than the end of the **next working day** to receive a credit. No credits will be issued after that time.
7. Credits will not be given for practices not held for any reason other than rain.